

**OFFICIAL MINUTES  
SPRING LAKE TOWNSHIP  
MONTHLY BOARD MEETING  
September 12, 2019**

SPRING LAKE TOWNSHIP TOWN HALL  
20381 FAIRLAWN AVENUE, PRIOR LAKE, MN

Present:

Doug Berens - Supervisor  
Melissa Hanson – Clerk

Glenn Kelley – Supervisor  
Dave Johnson - Treasurer

Ted Kowalski - Supervisor  
Sara Domer – Deputy Clerk

Also Present:

Matt Stordahl - Stantec

- 1) a) The meeting was called to order by Chairman Kowalski at 7:00 p.m. The Pledge of Allegiance was said.  
b) Changes to the agenda. Berens made a motion to approve the agenda as presented with request to hear item 3.d. before 3.a. Kelley seconded. All in favor.  
c) Approval of the August 8, 2019 meeting minutes. Berens made a motion to approve the minutes. Kelley seconded. The minutes were approved 2-0. Kowalski abstained as he was absent for August meeting.
  
- 2) **Public Commentary.**
  - a) Curt Hennes, Prior Lake Spring Lake Watershed District- Updates:
    - i) Fish Lake Park Restoration–invasive species have been sprayed for in both the shoreline and prairie restoration areas with goal of seeding later this fall.
    - ii) MnDOT has added guard rails on either side of PLSLWD holding pond on 13.
    - iii) PLSLWD will host a 50th year anniversary celebration next year.
    - iv) PLSLWD will conduct a tour of different areas of district in October.
    - v) Request from Board for PLSLWD to review and comment on Spring Lake Ridge Development on Spring Lake.
  - b) Tom Wolf, Scott County Commissioner-Updates:
    - i) SCALE training building–County is considering converting a portion of building into a homeless shelter from evening to morning with the goal to help find them permanent housing.
    - ii) 2020 Budget - County will be voting on 3.9% levy increase for 2020.
    - iii) City of Prior Lake – Interviewing three candidates for City Administrator prior to City Council Meeting on 9/16/2019.
  - c) Kathy Shaver, 5591 180<sup>th</sup> St. - expressed concern over condition of driveway after 180<sup>th</sup> street was lowered/paved for Enclave. Shaver stated that approximately four years ago when the Enclave was developed the road crew asked to shave down Shaver’s driveway so it was a more gradual decline to the new road level. She noted that the crew came up into her driveway about 75 feet to “drag down” the driveway. Since then, she explained, erosion and rutting has started which was not a problem prior to the project. Stordahl explained that without proper drainage at the top any fix to the ruts at the bottom would not be permanent. Shaver stated she understood that a fix at the top was also required and will fix it but she is frustrated that she needs to fix something that she didn’t cause as the water used to drain and a slower rate and not

cause rutting. The Board asked Stordahl to connect with the City about what can be done to fix the issue.

- d) Megan Taska, Scott County Soil and Water- explained a proposed plan for temporary draw down (30 day) on McMahon lake by installing a pump and temporary access on PID 111320010 and running a 10-inch pipe under Mushtown within county right of way to drain the water. The pump would run 12 hours a day and permission for pump placement was granted by property owner. The plan is still in the proposal stage.
- e) Deputy Matt Larson, Scott Sheriff's Department- Updates:
  - i) Thanked the Board for hosting the Sensory Friendly Safety Day for special needs individuals to allow them near emergency vehicles and personnel. SCSD hope to do this again next spring.
  - ii) Continue to work traffic at the intersection of 13 and Spring Lake Access (Vergus).
  - iii) Advised residents to keep doors and cars locked as some thefts have been reported.
  - iv) Detoured traffic from 13 may have contributed to accidents near 27 and 8.

### 3) **Agenda Items**

- a) Prime Time Renewal of Liquor License Under New Owner. Board reviewed last 12 months of incident reports. Seeing no issues, Kelley made a motion to approve resolution 19-013 Supporting Approval of a Liquor License from Prime Time. Berens seconded. All in favor.
- b) Review and Consider Approval of Mailbox Policy Changes. Board requested to revisit policy and update to include full replacement costs in agreement.
- c) Consider Approval of Emergency Temporary Shelter Agreement with Scott County. Contacts and areas available established for agreement. Kowalski made a motion to approve agreement Kelley seconded. All in favor.
- d) Review and Consider Proposal for Solution to Drainage Issues on Butterfly Lane. Poor drainage has led to cattails and to lowering of grade in the ditch causing issues. The proposed fix will start upstream from end of 1169 Butterfly (Robling) go east two driveways and through 1205 Butterfly (Westman) where larger culvert will be added under driveway. All cattails and unsuitable soils will be removed and replaced with appropriate hard soils allowing better drainage. Holes in ditch will be filled near 1275 Butterfly (Mertens) culvert. Stordahl explained that the grade is not optimal but with care it can be managed. Stordahl also noted that it is important that after fixing this area, residents should take care not to put ruts in the ditch or add anything to the ditch to slow the water down. Quotes were rec'd with Blakeborough hardscapes quoting \$6,395 and BKJ quoting \$11,937. Kelley asked about an earlier quote from Klingberg to bring culvert across the road at a lower elevation. Stordahl stated that that quote was for approximately \$16,000 and does not include additional grading or asphalt patching which would be needed. He noted further that if the proposed fix does not work, the change to the culvert could be considered but that is more of a redesign than ditch maintenance. Kowalski made a motion to approve Blackborough quote to not exceed \$7,000. Berens seconded. All in favor.

### 4) **Engineer's Report**

Stordahl presented the September Engineer's Report.

- a) 185<sup>th</sup> Street East – The Township Board has awarded the project contract to BKJ Land Co. The project was delayed due to haul routes being cut off by the Highway 13 project. Culvert work will begin on 9/13/2019 or 9/16/2019. Buses will not enter the area during construction so students will need to meet buses at the Vergus intersection. Project expected to last 3-5 weeks depending on weather conditions.

- b) 2019 Bituminous Street Maintenance – The crack filling, sealcoating and patching work is complete. Patching work was more extensive than initially thought and costs need to be reviewed.
- c) Miscellaneous
  - i) Striping-Fairlawn Avenue – After approval of quote at August Board Meeting, Sir Lines-A-Lot anticipates striping the week of 9/8 or 9/15 depending on weather.
  - ii) TH 13/Vergus Avenue Turn Lanes – TH 13 work is currently on Phase 1A and 1B of this project. According to MnDOT anticipated opening is Friday, September 13<sup>th</sup> or Monday September 16<sup>th</sup>. The area from Fairlawn to CR 12 will not be started until the work at 21 and 13 is complete.
  - iii) Butterfly Lane Drainage – A meeting was held with residents of the neighborhood and Township supervisor/staff. Based on this meeting quotes have been requested for re-grading and potentially adding drain tile to this area. A slightly revised plan has been prepared and another neighborhood meeting held on 9/4/2019 to inform the residents of the proposed plan. Bids received and awarded to Blakeborough.
  - iv) Resident Field/Ditch drainage issues – Construction documents have been received from Scott County for review. Consider drainage repairs in Spring, starting with cleaning/jetting under road and adding cleanout on west side of Fairlawn Ave.
  - v) Town Hall sidewalk drainage and restoration – Dorn Construction completed work during the week of August 19<sup>th</sup>. Kowalski asked to get cost for repairing the area outside the offices that was torn up during emergency flooding situation.
  - vi) Culvert Replacement – quotes requested for replacement of collapsed culvert on Vergus near Fairlawn.
  - vii) Spring Road Restrictions – Review draft road restrictions map with road supervisor. Berens requested this be done soon as new signs may need to be installed for posting next year.
  - viii) PLSLWD –TAC meeting was held on August 12<sup>th</sup>. Rule revisions to be distributed for 45-day agency and public comment in September. A public hearing will be held at the October PLSLWD Board Meeting with adoption of the new rules anticipated at the end of 2019.
  - ix) Signage Retro-reflectivity Review – Signage inventory complete. Quotes have been received and awarded to JAAK.
- d) Development
  - (1) Harvest Bluffs –Wear course paving complete and shouldering. Resolution to accept road and begin warranty period will be considered at October meeting.

## 5) Road Report

- a) Ditch clean up - Couch and love seat removed from ditch on Vergus.
- b) Resident request for no outlet sign on Fairlawn Ln (Ben's Bay). Resident requested a “dead end” or “no outlet” sign be placed on Fairlawn Lane (private road) because of traffic from camp ground. Stordahl states signage should be 100ft from intersection or as less expensive option place a “No Outlet” with a directional arrow sign on existing sign post. Board approved installation of NO OUTLET sign on existing street sign. Staff to contact Pitlick to install.
- c) 282 speed limit change. Per MNDOT, speed limit will change from 55 mph to 60 mph at a point approximately 280 feet east of the intersection with MN Valley Electric Drive and the intersection with MNTH 13. Signs will be replaced on September 19, 2019 weather permitting.

**6) Town Hall and Parks Report**

- a) Printer motor replaced. No charge, covered under service plan.
- b) Grading of smaller ballfield. Park maintenance crew, states small ballfield gravel is washing away and suggested installing a drain pipe to solve problem. Quote to be provided.
- c) Veteran Rental Rate: Staff suggested a change to fee schedule to add Veteran rate at same rate as township resident rate will add when fee structure changes.
- d) Volleyball Court. Courts have not been used in at least two years; staff suggested using area for something else. Board requested to take them out and reseed it - Stordahl to get quotes.
- e) New Computers and Software Upgrades – Windows 7 is being retired in January 2020, Deputy Clerk's system upgraded last week. Treasurer needs to replace his computer before the end of the year as it is problematic. Early January 2020, Clerk will have her computer replaced.
- f) Park Trail has trees on fence causing damage- Board requested that staff work with Park Maintenance to have trees removed and fence fixed for less than \$175.

**7) Water Resources Report**

- a) Draft Prior Lake Shoreland Ordinance Amendments – Prior Lake ordinance amendments including increasing amount of lakeshore per slip from 18.75 to 50 and change to calculations in determining lake shore will presented in October. Spring Lake Township to revisit ordinance following City of Prior Lake's approval.

**8) Treasurer's Report**

- a) Johnson presented the August, 2019 Treasurer's Report. In August total receipts were \$36,959.91, total disbursements were \$147,166.57, and the ending cash balance was \$2,170,022.06. Kowalski made a motion to approve the August, 2019 Treasurer's Report. Kelley seconded. All in favor.

**9) New Business/Old Business**

- a) Spring Lake Ridge. Updated concept plat was presented to Prior Lake City Council on 9/3. Slips removed, lake shore dedicated to the City and traffic pattern redesigned to minimize impact on Sunset Avenue.
- b) Street Fee Legislation. The first meeting with representatives from cities, townships and builders' association was held 8/26/2019 with Township Attorney attending. The goal is to draft legislation to allow cities and townships to charge reasonable fees for street infrastructure.
- c) SCALE Updates. Board requested staff to add SCALE update to our monthly agenda.

**10) Approval of Disbursements** The Board reviewed the September 2019 disbursement ledgers and approved checks numbered, 12842 to 12877, to be issued. The checks were signed and given to Hanson for mailing.

**11) The following items were included in the Board's information packets for informational purposes:**

- List of upcoming meetings

There being no further business before the Board, Kelley made a motion to adjourn. Berens seconded. All in favor. The meeting was adjourned at 9:00 p.m.

Melissa Hanson, Clerk  
Spring Lake Township

Minutes approved \_\_\_\_\_

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Thaddeus Kowalski, Chairman

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Melissa Hanson, Clerk